

Message

From: Russell, Diane [russell.diane@epa.gov]
Sent: 3/24/2015 4:21:03 PM
To: Bruce Merchant [bmerchant@gmail.com]
CC: Berkoff, Michael [berkoff.michael@epa.gov]
Subject: RE: Attached Form for Kalamazoo Public Schools Reservations

My contractor has been in touch with the KPS contact and they are mailing a form to her directly. Thanks for hunting this down!

Diane Russell

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From: Bruce Merchant [mailto:bmerchant@gmail.com]
Sent: Monday, March 16, 2015 12:33 PM
To: Russell, Diane
Cc: Berkoff, Michael
Subject: Attached Form for Kalamazoo Public Schools Reservations

Good Afternoon, Diane -

Attached is a .pdf of the form Kalamazoo Public Schools (KPS) requires to be filled out (sorry, no online reservations) to reserve one of their facilities. This form is in quadruplicate and must be handled through the KPS internal snail mail system. To say this process is awkward is a vast understatement.

To reserve the Washington Writer's Academy for the proposed April 23, 2015 meeting would be difficult since there is likely not enough time to go through the KPS process by then.

I have a black form (in quadruplicate) that I'll bring next Tuesday, March 24.

For what it is worth,

Bruce